

WPC PROPERTIES COMMITTEE MINUTES

November 14, 2017

Present: Ellen Daugherty, Phil Fry, Brad Hall, Ginny Melder, Roger Nelson, Jon Hauerwas.

The **meeting** opened in the library with prayer by Roger at 7:05 PM.

The **minutes** of the October 12, 2017 meeting were approved.

The **agenda** was approved.

The **financial reports** were e-mailed. The water bill has been escalating the past two months. The cause will be investigated.

For the Record:

- 1) ILP has returned their costumes to the closet.

Issues in Progress:

- 1) APCO has made a proposal about the smoke alarms. The subject of the adding of cameras was also briefly discussed. We have 3 bids, will discuss in December.
- 2) Safety, Security, Medical, Emergency Task Force – a report was received but further discussion will take place later.
- 3) Rental agreements:
 - a. Ohio Living – approved and will be taken to Session for approval.
 - b. WYDACA – approved and will be taken to Session for approval.
 - c. Bridges and League of Women’s Voters – copies are needed for approval before taking them to session.
 - d. WSVVA – Still needs to be negotiated.
 - e. ILP – still needs to be negotiated.
- 4.) It was recommended that the Spindler bench be secured by an “L” bracket rather than glue. Work is in process.
- 5) The time on the phones is incorrect. Divissa will be called to correct this.
- 6) Item disposal - radio from the preschool room will be given to Haven of Rest, Access or Battered Women’s Shelter.
- 7) Purchase of a new vacuum cleaner is in process.
- 8) Brick repair – Ameriseal will provide separate bids - one for the crack in the front step and one for the brick area above the windows on the SE side of the church.
- 9) Rockynol parking lot apron – We are awaiting a response about their contributing to the repair cost.
- 10) Sanctuary floor update – We have one bid of approx. - \$380,000. Three bids will be sought, and it will be discussed about covering the asbestos.
- 11) Building use requests – none currently but there is a group who has been meeting in WPC since before the policy was in place. Discussion about charging this group was postponed until next month.
- 12) Ohio Living’s request to have a key to the attic storage room was denied.

- 13) Request for speakers for the TV to be placed on the wall in the Tween room was denied.
- 14) Sanctuary temperature is currently adequate.
- 15) Request from Outreach for a sign indicating that there is handicapped parking behind the church was accepted. Dan Shaughnessey will be contacted to arrange for it to be made. A notice will also be placed in the script reminding the congregation not to use handicapped parking spaces unless they are handicapped!
- 16) The carpets have not been cleaned in 7 months. Ginny will call to get our contract renewed.
- 17) A rotating set of keys will be kept in the custodian's office downstairs for use by rotating custodian personnel.
- 18) Coverage for the Sunday Attendant in the event of an absence will be an ongoing discussion. Jon hopes that congregation members will step up to fill in.

New Business:

- 1) Maintenance supervisor vs. custodian issue was discussed. Todd is leaving TRY on 11/23 and thus not available to WPC thru TRY. Discussion of how to proceed without crisis management took place. Properties would like to work with Personnel to develop a plan to meet the custodian, maintenance needs of the church. This will include job descriptions prior to session approval and advertising to hiring. Properties hopes to have a meeting soon.

Meeting adjourned at 9 PM.

The next meeting is scheduled for December 12, 2017.

Ellen Daugherty